

Multi-County Parks Director Call (Statewide Participants)

COVID-19 RESPONSE

Monday, March 30, 2020 12:00 PM to 1:00 PM

Notes by: Tracey Perkosky, City of Bothell Parks & Recreation, Parks Planning & Grants Manager

Sit Report from Peter Mayer

- Travis Stombaugh is unable to join us and lead the call today.
- Governor's Stay at Home order is currently through April 7th
- A number of field hospitals are in process for anticipated patient surge
- Governor may extend shelter in place order
- President's guidance is through end of April

What are agencies doing for lease payments, requests for lease payment abatements, etc.?

- Everett - asked question. Groups currently lease space such as arts group whose operations shut down. City is leaning towards deferred payments with no interest. Rent/fees would be due in the future.
- Federal Way – folks who have requested special event be refunded, will get refund even though code says not refundable. Have residential houses and NGOs who pay rent. The \$1 per year not an issue, but expect to have address this for pre-school soon.
- Kirkland - Have non-profits leases who not operating; they are not getting charged rent. Not charging concessions while facilities are not operational. Will charge concessionaires once facilities are operational.
- Snohomish County – Private vendors such as speedway, County is forgoing rent as long as races are cancelled, but still have to pay state leasehold excise tax. When facilities reopen, no back rent but will be charged, but rent will be due forward. Have residential leases and is working with state to determine rent abatement, reductions, etc. For non-profits not charging right now as their functions/programs are cancelled.
- Spokane – Do not have leases/outside concessions. It is not a priority right now.
- Lake Stevens – City attorney suggesting deferral, not comfortable waiving rent at the moment.
- Burien: Leadership has not provided for deferrals or relief of rent right now
- Mercer Island – looking at deferrals right now. There are a few private sector ventures still operating in an annex that are still paying rent.
- Federal Way – For the Conference & Retreat center, all events are cancelled and all fees have been refunded. No decision yet on non-profit rentals
- Auburn – All leases on hold and are deferred. Rental fees are deferred while buildings are closed. Camps and other programs/registrations are getting refunds as well.

Recent Governor's Stay at Home Order and clarifications

- Metro Parks Tacoma - Construction seems to be more narrow than what was understood prior to March 7th.
- Redmond – All active areas are closed (sports, playgrounds, most restrooms). Open are trails, open spaces and parking lots. Maintenance staff are cleaning on reduced schedule and focused on litter and liner removal. Trails are being actively used. Staff is supporting emergency services, hazard trees, trail maintenance, turf maintenance, and vandalism repair.
- Vancouver (via Peter, Metro Parks) -- on Friday newspaper reported closed restrooms due to union concerns on lack of PPE and training. CDC guidelines referenced in media report. No one from Vancouver on the call to comment.
- Skagit County – CXT restroom delivered on Friday. Followed guidelines from Inslee on 4/25 that public infrastructure continue. The restroom was in process 2 days prior for transit. Did get some phone calls on it. Playgrounds closed two weeks, restrooms/sports courts closed. Trail systems are open and folks are practicing social distancing. Encouraged group to move forward and to be proactive towards mental wellbeing.
- Federal Way – similar to Redmond regarding amenities that are open/close.
- Everett – construction is allowable under mandate but taking position that if contractors feel that it is not possible to move forward or does not comply with order, then City is working to extend timeline/contracts without any penalty
- Lakewood – everything is closed, but some areas just packed with people. Tried to push for limited access since people are using anyway. Closed parking lots are causing parking issues which are impacting neighborhoods. City seeing homeless setting up camps since picnic shelters closed. Parks and law enforcement staff are now reaching out to homeless in the parks.
- Metro Parks Tacoma – Closed areas are signed (no tape). Gates are closed where they exist but parks are open. Every agency is different regarding which parks are open or if gates are closed.
- King County – The messaging are challenging. County issued clarification on Friday about regional trail system. Essential services users can be on trail but everyone else should not be on the regional trails. No resources to support the closure or enforce it. If people do access then they should follow social distancing.
- Unknown - Agency was asked to control what they could, which was why gates are closed. The goal is to recreate in own neighborhood. No parking lot and no street parking is a sign to the community that a park is at capacity. Construction is continuing as Public Works projects are moving forward. Still trying to determine the potential of future projects. Currently scoping budget, and weighing any harm to public and maintenance by delaying project for a year.
- Redmond -- Currently renovating pool and working with state. State contact has shut program down as ordered by governor.
- Olympia - Reduced 13 restrooms to 3 open (10 closed). Pushback from staff to close last 3 due to safety concerns. Considered porta potties. Contacted health dept and Aid units on how they clean ambulances -- based on feedback parks developed clarifications on cleaning procedures. Basically use blood borne pathogen cleaning procedures. Have price quote to have outside contractors clean remaining 3 bathrooms to help homeless and relieve staff concerns. Olympia has closed all parks. Will look for first opportunity to re-open when things get better

How are agencies handling planning, meetings and other community outreach?

- Burien - Using Zoom for City Council meeting. Did some commission meetings with Zoom last week. Limited items to routine business per OPMA guidance
- Lynwood - Using Zoom for Council meetings. Items only to responding to emergency and voucher approvals are on the Agenda.
- Enumclaw – same as Lynnwood. All council committees are on hold unless something is an emergency, but also are moving towards having an of these issues by Council instead.

Initial thoughts on what does a slow recovery out of Stay Home/Stay Healthy Order looks like

- Snohomish County -- all large scale activities (speedway, equestrian, fair grounds) are now cancelled through 5/20. Reassessing camp ground reservations. Every 2 weeks leadership is reviewing the timeline and potential actions.
- Metro Parks Tacoma – working on assumption that there will be no events through end of May. Refunding through end of April for rentals and programs. Encouraging rescheduling over refund. Waiting on refunding reservations in May, just in case assumption is incorrect.

Staff who can't work from home, are on standby, part-time...

- Metro Parks Tacoma – paying all seasonal PT and FT through March 31. All PT staff will be laid off tomorrow (March 31). Working to help them with unemployment insurance, EAP extended to folks even if unemployed. Are furloughing FT union and non-union staff 4 hours a week (exempt and non-exempt). Furlough 6 hours per week for Senior Level staff from mid April to June. Reason for actions: have estimated \$13 mil deficient. Essential staff are FT folks. Developed essential/non-essential functions guidance document. No PT in essential functions. Don't anticipate restoring services until June and then at a slow rate. Not sure on what PT staff will be needed at that time or during the summer.
- Federal Way – in the process of making decisions, considering staff essential how to keep on payroll. PT staff paid is paid through end of March.
- University Place - all parks and PW maintenance staff are on standby and getting regular paycheck. All parks closed including restrooms. Current maintenance is 3x per week litter and park check.
- Redmond - maintenance division at about half staff and rotating people through (using A/B schedule) enough maintenance work to keep 50% staff working in field. Moving through April and May increasing to 3/4 staffing level due to increased mowing/irrigation. Will not be hiring seasonal/supplemental. When not in field, staff are on standby and getting full paycheck.
- Enumclaw - Minimal maintenance in parks such garbage removal, safety checks, monitoring for hazardous trees/invasive weeds. City paying staff who are not in the field. Looking at temporary layoffs or furloughs during the next 2 weeks. Trying to find ways to reassign or repurpose staff to help in other essential areas.
- Tualatin Hills Rec District - Had about 1000 person workforce. Laid off over 700 PT staff. Kept 30 PT staff in critical roles but that is ending tomorrow. Have 200 FT staff still working. Half have

new functions for emergency support and half doing standard tasks. Open parks with social distancing – most people following rules.

Update On Federal Stimulus

Doug Levy: Governor has 2pm press conference.

Page | 4

Any stimulus that is Parks & Recreation specific?

- No. There are Block Grants for agencies 500,000 or more – additional guidance on how that will be distributed for our larger jurisdictions is still forthcoming.
- Phase 4 of Federal Stimulus likely coming in a few weeks when Congress gets back. They have local government relief on their radar.

Final Thoughts

More resources are available at Wrpatoday.org

Group Chat transcript

11:59:16 From hollie.rogge : Good afternoon!

12:00:56 From hollie.rogge : Don't forget to mute. :)

12:09:00 From rmiles2 : We have been waiting to address leases. Ours are all paid annually, so waiting to see what this looks like long term. They may have access to aid to pay.

Page | 5

12:10:11 From Julie Parascondola : Kent is holding on decisions regarding leases as well.

12:11:44 From Jeff Betz : Non Profit Senior Center Group leases our stand alone facility at Ballinger Park and has asked for rent relief. We have met with them but considering the request currently.

12:14:19 From City of Lacey Zoom6 : We are considering relief for athletic complex concession lease in Lacey

12:14:50 From Mary Dodsworth : interested in why lease hold tax is paid when you haven't collected the revenue. thought it was based on the fee paid and if fee isn't paid ???

12:14:56 From hollie.rogge : MPT will not be collecting rent if we closed the facility, example, there is a daycare that operates out of Peoples Community Center that is not operating now because we are closed. We anticipate working with those businesses (restaurants, etc) on rent forgiveness/deferral during the stay at home order.

12:17:18 From Sarah : Lynnwood's restrooms are still open so our park maintenance crews are mostly working on multiple cleanings daily.

12:17:45 From rmiles2 : Planning for this to continue through 4/27, although clear that changes in direction may come at any time. All park staff essential, including seasonal work that must occur to prepare for eventual opening.

12:18:43 From hollie.rogge : MPT has closed parking lots, playgrounds, picnic schedules, sport courts, restrooms and community centers. Our focus is on garbage, eyes on the park, fixing safety hazards, etc. Parks are open to foot/bike traffic. Dog parks still open for now. Essential staff in the field on limited hours, taking care of what I listed above and then going home. Considered on-call during their scheduled shift.

12:18:57 From efriedli : Shoreline has two staff assigned four, hours per day to do safety inspections, basic litter control and trash can emptying. Still cleaning our restrooms twice a day. Lot's of people in the parks.

12:20:23 From Mike Farrell : For Monroe, Playgrounds are closed
We have posted signs encouraging social distancing and sanitation in our parks and on our buildings. Parks restrooms, parking lots, sports courts & athletic fields, picnic shelters, Lake Tye skate park and Wiggly Field dog park are closed.

All park facility and special event applications for scheduled events through April 30 are cancelled. Reservations beyond April 30 will continue to be accepted under the condition that they may be subject to cancellation.

Office staff are working from home, available by email and phone working on tasks, projects, customer service as well as completing online training opportunity modules.

Field staff are working a split field/work from home schedule. In Field: focus on sanitation, safety inspection of park/trail facilities, mowing of high-use areas in compliance with the Governor's order; Work from home: complete online education training modules. Today, Monday, March 30, 2020 the city has placed an ADA sani-can and hand washing stat

12:20:25 From Izwaagstra : Kirkland has all facilities, programs, park amenities, fields and restrooms closed. The actual parks and trails are open. Parks maintenance staff are deemed essential in order to maintain the hundreds of millions of dollars in investments over the years. Maint staff have been split into 4 small crews that are doing basic safety and infrastructure maintenance functions. Crews do not overlap.

12:21:03 From jenniferw : Longview - restrooms are closed, we have had some people speak out against it, but most seem to understand

12:21:31 From efriedli : Shoreline has waived all deadlines for our refund policy for programs and rentals. We have told non-profit partner that we are willing to pre-pay their 3rd quarter invoice if needed to maintain their cash flow.

12:21:32 From Izwaagstra : Kirkland has stated that all current city construction projects underway are essential. This includes park development projects.

12:21:48 From Mike Farrell : Monroe cont.: Today, Monday, March 30, 2020 the city has placed an ADA sani-can and hand washing station at the north end of the City Hall parking lot as a public service. The sani-can will be maintained by a vendor weekly or more frequently as needed.

12:22:11 From Jeff Betz : Mountlake Terrace all parks workers on usual shift. All essential. Restrooms and amenities closed. Passive park areas and trails open.

12:24:21 From efriedli : Shoreline is opening a shower facility in our Recreation Center for the homeless on M, W, F for 4 hours per day. Volunteers will do health screening and we have contract custodial to do frequent cleaning.

12:24:46 From Nik Stroup : Bothell's facilities, programs, park amenities and restrooms remain closed. We have one Ops person per day focused on safety and garbage removal. People are for the most part being very respectful of each others space. We have only seen a couple of instances of vandalism which we have been able to address with minimal staffing.

12:26:42 From Al V-Spokane : City of Spokane will be using our new Skate Ribbon facility at Riverfront Park as a back-up quarantine area for those experiencing homelessness.

12:27:40 From Jennifer Gordon : Kenmore - Playgrounds, sport courts, fields, skate park and restrooms closed. Parks and trails still open. Single maintenance staff servicing parks - safety checks, trash/litter. Have continued with maintenance performed by contractor up to this point. Continuing on with CIP parks projects. Handwashing stations have been delivered to several parks/public gathering areas.

12:27:51 From hollie.rogge : MPT is currently evaluating all contracts, including construction contracts. We are evaluating budget, necessity, prioritizing, delaying or cancelling when appropriate.

12:28:46 From Carolyn Hope : Burién has refunded or credited all rentals (outside of long term leases). The City installed restrooms in four locations Downtown and in two parks to support people experiencing homelessness and other people requiring public restroom facilities, since all public buildings are closed. All sports courts, play equipment and permanent restrooms are closed.

12:29:53 From Mary Dodsworth : we're using voluntary compliance regarding compliance

12:30:56 From davidw : Pete, can you please share the signage pictures with the notes? I would like to show them to our City Administrator after the meeting. Thanks :-)

12:30:56 From jenniferw : Longview - Question - are you all allowing your instructors to host classes online or are all your programs closed?

12:31:34 From Al V-Spokane : On-line will be available, Jennifer W, but Spokane is not set up for it quite yet

12:31:34 From Kelly Ashe-Cheney : Cheney - We're allowing online classes.

12:31:46 From hollie.rogge : Regarding homelessness 1) Here is a link to <https://www.cdc.gov/coronavirus/2019-ncov/community/homeless-shelters/unsheltered-homelessness.html>

12:34:19 From rmiles2 : Mary, the Pierce County homeless response is to resource and empower the shelters with more services that can serve and distance those experiencing homelessness.

12:42:41 From rmiles2 : We are assuming that parks may be able to fully operate this summer, but large events would still be restricted. We are building health protections into event planning. Our assumption is that small groups activities would come back first.

12:45:29 From Sarah : Pete, can you share your furlow and layoff plan in writing?

12:45:54 From Sarah : furlough!

12:47:44 From Rick Still : Tukwila - part-time staff furloughed. regular staff telework, reassigned work or taking leave through April 9. looking at all staff taking a pay cut rather than furlough and pay unemployment. layoff means paying out leave balance which is a big budget hit plus unemployment. Now we'll see if the 9 unions will agree.

12:49:06 From Rick Still : Governor has scheduled a 2pm press conference for today.

12:49:28 From Sarah : Lynnwood has all PT staff on "standby" and eligible for unemployment. All full-time are telework except "essential" staff who report to the job site which includes all parks maintenance staff and an AFO certified aquatics employee.

12:49:50 From Al V-Spokane : Spokane: temp-seasonal staff furloughed. All permanent employees still working through April at least. This applies to both Administrative/Managerial and Labor unions.

12:53:06 From Mary Dodsworth : our union agreements and all city handbook say all staff are essential during an emergency so no concerns regarding grievances. All regular staff are teleworking or in the field. current hiring freeze

12:53:53 From Al V-Spokane : Spokane permanent staff per park acres is much lower than most while park acre per citizen is much higher than most.

12:55:59 From rmiles2 : Given the anticipated duration, we are going deeper in April, with a hope/expectation that Admin and Recreation staff can come back at the end of the month knowing what they can work on.

12:58:59 From daryl faber : In Auburn we are switching to 2 weeks on, 2 weeks off, for Park Maintenance. Staff will then use the 80 hours of Emergency Sick Leave for the 80 they are not at work.

12:59:28 From Jeff Betz : Jeff from Mountlake Terrace-----FYI to everyone spoke to RCO today and they said a delay of the deadline is coming out soon.

12:59:53 From Al V-Spokane : Pete, I cannot wait until your PODCAST comes out!

13:00:27 From Nicole : Thanks for that update Jeff, I was wondering about that!

King County Parks
Cougar Mountain- Red Town Trailhead (3/28/20)



Bellevue Parks & Community Services-
Lewis Creek Visitor's Center (3/28/20)



Issaquah Parks and Recreation-
Issaquah Creek Trails (3/28/20)



Renton Community Services-
Kiwanis Park (3/23/20)



Tukwila Parks and Recreation-